



**MEMORANDUM
OFFICE OF THE COMMISSIONER OF FINANCE
CITY OF SARATOGA SPRINGS**

**MINITA SANGHVI
COMMISSIONER OF FINANCE**

TO: Mayor Ron Kim
Commissioner Jason Golub
Commissioner James Montagnino
Commissioner Dillon Moran
John Hirliman, Recreation Administrative Director
Derrick Legall, Recreation Commission Chair
Corissa Salvo, Civil Service Coordinator
Tim Holmes, Civil Service Commission Chair
Deputies, Executive Assistants

CC: Heather Crocker, Deputy Commissioner of Finance
Christine Gillmett-Brown, Director of Finance
Donna Woods, Budget Director
Lisa Ribis, Secretary to the City Council
Michael Wangerin, IT Systems Manager

FROM: Commissioner Minita Sanghvi

DATE: September 19, 2023

RE: 2024 Budget Workshop Meetings

PLEASE FORWARD TO APPROPRIATE STAFF WITHIN YOUR DEPARTMENT

The Budget Workshop schedule is below. As in the past, we have set aside certain dates for specific departments. If you would like to change the date that is scheduled for your department, ***please contact Samantha Clemmey*** (samantha.clemmey@saratoga-springs.org, ext. 2526) ***no later than Friday October 6th at 12:00pm***. There will be time allotted at each workshop for general discussion after departments are finished. There will also be a Public Comment period at each workshop.

- **2023 Budget Workshops Schedule – City Council Chambers**
 - ❖ Wednesday, October 11th – 11:30 AM: Public Safety
 - ❖ Friday, October 13th – 11:00 AM: Public Works, Recreation
 - ❖ Friday, October 20th – 9:00 AM: Accounts, Finance
 - ❖ Monday, October 23rd – 11:00 AM: Mayor, Civil Service
 - ❖ Friday, October 27th – 10:00 AM: Summary of Amended Budget

Thank you.